EXAMINATION PROCTOR FORM
UAS-Ketchikan
Testing Center

Course Name and Number: ____________________________________________

Instructor: ________________________________________________________

Instructor Contact Phone: ___________________________________________

Student Name (or attach a roster): ___________________________________

Test Instructions: __________________________________________________

Time Limit: _________________________________________________________

Date by which exam must be completed: ________________________________

Material the student may use (calculator, text, notes, etc.): _________________

Additional comments: _______________________________________________

Completed exams should be:

☐ Held for instructor pickup
☐ Placed in instructor campus mailbox
☐ Other (please explain): _____________________________________________

- Please attach an exam copy for each student and include a list of students who are to take the exam.
- Proctor forms and exams may be turned in to the Testing Center Paul Building 101.
- Please make sure that your students are aware of the Testing Center’s current hours of operation; appointments are required.
- Contact the Testing Center for additional information (228-4524) or uasktesting@uas.alaska.edu